



TALBOT COUNTY DEPARTMENT OF PLANNING AND ZONING
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Talbot County Historic Preservation Commission

Meeting Minutes - DRAFT

Date: 04/10/17

Location: Conference Room #1 - Department of Planning and Zoning – 215 Bay Street, Easton, MD

HPC Members

Name	Attended	Comments
Marsha Kacher, Chair	X	
Robert Amdur	X	
Dorothy Fenwick		
Victor MacSorley	X	
Ronald Mitchell		
Robert Mueller	X	
Cindy Schmidt	X	

Staff and Guests

Miguel Salinas, Assistant Planning Officer, Talbot County Department of Planning and Zoning

Agenda and Notes

Call to order – 3:04 p.m.

I. Roll Call

A. Attendance

Five members of the Historic Preservation Commission (HPC) were in attendance. Dorothy Fenwick and Ronald Mitchell were absent.

B. Review minutes from March 13th meeting

Motion of approval of minutes (MacSorley, second by Amdur) passed 5-0-2 (Fenwick, Mitchell absent for the vote)

II. Old Business

A. Update on Elizabeth Beckley's Eastern Villages Documentation

Mr. Salinas reported that Elizabeth Beckley of Preservation Works was in the process of

making edits to the surveys reviewed by the Maryland Historical Trust (MHT). He said that Ms. Beckley was scheduled for a brief presentation at the County Council's regular meeting on April 25, 2017, 6:00 p.m. at the County Courthouse. Mr. Salinas stated that MHT is ok with the presentation prior to the final approval of the surveys by MHT as the edits are minor. He said that Ms. Beckley informed him that the edited surveys should be resubmitted to MHT before the end of April and he will be responsible for seeing through all the deliverables.

B. Update on AECOM's Hazard Mitigation Project including discussion of AECOM's presentation to TCHPC, County Council and Planning Commission

Mr. Salinas reported that AECOM submitted drafts of the final deliverable, including the survey district forms, capsule summaries and Black and White photographs. He indicated that MHT will review these deliverables, along with the final report and risk assessment surveys, to MHT for review. MHT, according to Mr. Salinas, has up to 45 days to provide comments on the draft deliverables. Several HPC members indicated they want hard copies of the final report. Mr. Salinas stated that members could certainly receive hard copies from staff once MHT has reviewed and signed off on the deliverables. Although AECOM's final deliverable is a presentation to the County Council, Mr. Salinas said that AECOM has asked if they could provide an in-depth presentation of the project to the HPC with invitations given to the County Council and Planning Commission. The HPC agreed to AECOM's request and indicated their preference for an AECOM presentation at their next regularly scheduled meeting time, May 8th at 3:00 p.m. The HPC asked staff to hold their next meeting at a larger venue to accommodate more guests and noted that the meeting will need to be advertised in the paper due to a change in venue. Mr. Salinas stated he would talk with the County Manager's office for approval and would work to arrange the venue and advertisement. The HPC also asked Mr. Salinas to ask AECOM if they could return the books that were given to them by HPC members when they attend the meeting.

C. Update on Vision Planning and Consulting: Phase 2-Coastal Properties Hazard Mitigation Surveys

Mr. Salinas informed the HPC that Vision Planning and Consulting has the Work Performance Agreement for signature. Once signed, according to Mr. Salinas, staff will send out the contract for signature along with the Notice to Proceed.

D. Beverly Site Visit Report

Ms. Schmidt noted that she emailed HPC members the report from the Beverly site visit. Ms. Kacher said she was pleased to see the photos of how the site used to look. Ms. Kacher also asked Mr. Salinas if he could check on whether the last 2 or 3 months of reports have been sent out to the property owners. HPC members described the process for site visits in response to a question from Mr. Salinas; every property that is designated with a historic district overlay zone is visited every other year and usually one property is visited per month. Mr. Amdur said that he usually makes the introductions with the property owners and arranges the meetings. Ms. Schmidt and Mr. MacSorley also reminded the committee they reviewed a structure in Tunis Mills, at the request of the property owner, that was scheduled for demolition and that the report was forthcoming to the HPC. Ms. Schmidt noted that the structure was actually a shed with slide doors.

E. Budget Update

Ms. Kacher asked if there was any news on the FY 2018 HPC budget under consideration by the County Council. Mr. Salinas stated the County Council was meeting on the budget but that he didn't anticipate any problems.

III. New Business

A. Tax Credit Seminar: April 19

Ms. Kacher reported that the Eastern Shore Historic Tax Credit Workshop being led by Mr. Ward Bucher is scheduled for Wednesday, April 19, 7 p.m. at the Eastern Shore Land Conservancy. Mr. Kacher reported that she talked with staff at the Town of Saint Michaels, Dorothy Fenwick talked with the staff at the Town of Oxford and Mr. Mitchell was emailed about talking with staff at the Town of Easton to invite preservation commissioners to attend the workshop. Information on the workshop, according to Ms. Kacher, can be found on Preservation Maryland's website as they are a sponsor. Ms. Kacher offered to bring refreshments and encouraged HPC members to attend as Talbot County is a Certified Local Government and yearly training is required. Ms. Schmidt noted that she would invite members from Queen Anne's County.

B. Talbot County Department of Planning and Zoning: New Hires

Mr. Salinas informed the HPC members that Brennan Tarleton is starting next week Monday with the Department of Planning and Zoning as a Planner 1 and will bring him to the May meeting. Mr. Salinas also said that Daniel Dall will start as a Plans Examiner in Permits and Inspections at the end of May and Maria Brophy was promoted to Zoning Coordinator. With these filled positions, according to Mr. Salinas, the Department is fully staffed.

IV. Open Floor

Ms. Kacher stated that the owner of Clays Hope has talked to several people in the County about his concerns related to a Special Exception application that will increase commercial activity in Bellevue and that he asked if there is anything the HPC can do to address his concerns. Mr. Salinas noted that the property owner was referring to an application by Bailey Marine Construction to expand their business to Bellevue on Tar Creek that would include a pier, slips, temporary stockpiling and aquaculture. Mr. Salinas stated that Bailey Marine is anticipating a relocation of an existing business site at Easton Point due to potential redevelopment. Ms. Kacher noted that she had previously sent a report to a member of the Board of Appeals (BOA) that includes the history of the property and she was sure that the property owner will be at the BOA meeting to testify.

The HPC discussed the details for a site visit to Crooked Intention and agreed on Tuesday, April 18th, 3:00 p.m. for the visit. Directions will be sent via email.

Mr. Salinas reminded the HPC that there was an upcoming Maryland Association of Historic District Commissions social hour at Mulberry Lofts in Hagerstown.

Mr. Salinas reported that Mr. Amdur's term is expiring in July of this year and that a submission of a letter for HPC reappointment to the Department of Planning & Zoning was required two months prior to the term expiration date. Mr. Salinas will also verify the terms of all HPC members.

Mr. Salinas confirmed with the HPC that members had not recently heard from the group that formed to save the Neavitt store. Mr. Salinas will contact one of the people who came to the pre-application meeting to find out the status.

Ms. Schmidt asked Miguel if he could find out how far back building permits go in Talbot County.

V. Adjourn

Motion to close the meeting at 4:00 p.m. (Amdur, second by MacSorley) passed 5-0-0 (Fenwick, Mitchell absent for the vote).

Follow-up:

- Staff to confirm AECOM's presentation to the HPC at their May 8th meeting and will coordinate the advertisement.
- Staff to verify whether the 3 months of site visit reports have been sent out to the property owners.
- Staff will contact one of the people who came to a pre-application meeting for the Neavitt store for a status update.
- Staff will verify HPC member terms.